

**Master Gardener Foundation of Washington State**  
**Board Meeting Minutes – September 11, 2019**  
WSU Extension Office, Union Gap, WA

Attendance:

In Person:

Jo Tuom (Cowlitz)	Bob Taylor (Lewis)
Patricia Bosh (Cowlitz)	Karen Russo (Grays Harbor/Pacific)
Elizabeth Sims (Grays Harbor/Pacific)	MaryAlyce Harpster (Skagit)
Judy Callahan (Skagit)	Barbars Raabe (Kittitas)
Angela Grady (Kittitas)	Elaine Jamerson (Kittitas)
Rory Flint Knife (Yakima)	PJ Ford Slack (Grays Harbor/Pacific)
Glenn Martin (Grant/Adams)	Patty Dion (Yakima)
Paul McKenna (Island)	Kathy Brenberger (Benton/Franklin)
Irene Reed (Pierce)	Jennifer Marquis (Statewide)
C-J Nielsen (Island)	John Strong (Yakima)
Don Enstrom (Lewis)	

Via Zoom:

Honey Niemann (Jefferson)	Rose Wakeman (Whatcom)
Deb Smeltzer (Skagit)	Vicki Green (Pend O'Reille)
George Cowan (Thurston)	Julia Turney (San Juan)
Erin Landon (Grays Harbor/Pacific)	Sandy Keathley (Whatcom)
Bill Scott (Jefferson)	

- 1) **Call to Order:** President Don opened the meeting, and introduced Melody Westmoreland, President of the Yakima County MG Foundation, who welcomed the group to Yakima. Then introductions were made around the tables and on line. A quorum was established by Secretary John.
- 2) **Minutes:** Minutes of the June 4th meeting were approved as emailed.
- 3) **Officer's Reports**
  - a) **President:** Don reviewed his chart (attached as Addendum A) showing the status and activity of our MGFWS Goals. Goals that need additional help and participation include: Board Vacancies, finalizing our Case Statement, Conference Procurement (Sponsors), and 2021 Advanced Education Conference planning.
  - b) **Executive Vice President:** Paul noted inconsistencies he has found between our Articles of Incorporation and Bylaws, including named officers. Regional VPs are shown in the Articles, and not in our latest Bylaws; CFO and Executive VP are in the latest Bylaws and not in the Articles. These documents will be reviewed further, and updates will be proposed to the board in the near future.
  - c) **CFO/Treasurer:** In the absence of Alan and Margaret, John presented their written report (attached as Addendum B).
  - d) **State Coordinator:** Jennifer presented her report (attached as Addendum C). She reviewed progress underway on the strategic planning with the program coordinators, and presented the newly published Vision, Mission and Values statement. She highlighted her plans for visits to all programs around the state, hoping to visit all of them by the end of 2020. Specifically, she intends to clarify and strengthen the relationship between "program" and "foundation".

The definition of this relationship, as written in her report, prompted discussion from the group. Many read it to mean that foundations existed solely to provide financing for program, and suggested that foundations do much more than raise funds. Foundations have organizational responsibility, and implement and direct program activities in alignment with WSU guidelines. Jennifer noted the comments, and asked that other thoughts be forwarded to

her, assuring the group that this is a work in progress.

Bob asked what the timeline is to complete the work by the five teams in the strategic planning. She said that each team is different and that this work will likely be ongoing.

Angela inquired about the development of program coordinators. Jennifer replied that in the past, that position has been thought to need horticultural expertise as a primary qualification. That is changing now to become much more about volunteer management.

Paul wondered if the work on diversity will be shared with all counties. Jennifer said that Pierce County is currently in a trial program, that all of us have a great deal to learn, and that it will become universal as it is developed.

- e) **Development Director:** Patty thanked Pierce and Yakima for responding with suggested endowment management organizations. They will be reviewed, and a recommendation will soon be made in regard to our account with WSU Endowment Office. She also announced a donation to the endowment by Kittitas County, which Angela presented today, representing 10% of the proceeds of their plant sale.

She is working with Don on a Case Statement, attached as Addendum D. This document tells our story, and provides a consistent message for all programs to use in soliciting donations for their local programs as well as our state endowment. Additional input to the Case Statement is encouraged.

Patty presented her Acquisition and Development implementation plan (Addendum E). It deals with the establishment of development teams, possibly stemming from regional clusters, and coordinated by Patty.

A discussion of coordinating grant writing efforts through Patty and our conference procurement chair, noted that it is important that we avoid soliciting the same potential donor by multiple counties, MGFWS, and individual MG programs.

- f) **Conference Co-Chairs:** C-J showed a brief slide presentation, highlighting the planning progress that has been made for our 2020 conference upcoming in Port Townsend, October 1-3, 2020.

Accomplishments so far include:

- i) Securing our banquet keynote, Ron Gagliardo, the person who led the development of the Amazon Spheres.
- ii) Program development: there will be at least 9.5 hours of CE - eligible classes, plus several tours; 25% of the instructors are confirmed; the tracks include Garden Mastery, Home Food Production, Sustainability & Maintenance, and MG Skills.
- iii) Facilities: We have blocked an assortment of housing at Fort Worden (site of the conference), including officers homes and dormitory rooms. Local hotels will also be approached for room blocks. Tours are being arranged by Jefferson County. Kathy Brenberger is arranging the marketplace and exhibitor areas, and will coordinate the meals.
- iv) Marketing/Publicity: The website is up: [mglearns.org](http://mglearns.org). Our Facebook page is up: [facebook.com/mglearns.org](https://facebook.com/mglearns.org). Don and C-J have plans to visit as many counties as possible on a "Speaking tour" about the conference. You can coordinate with them for a date for their presentation. Bookmarks and flyers have been produced, and coordinator communications and "e-blasts" will help to keep folks up to date around the state.
- v) Key dates:
  - (1) Program to be announced in Fall of 2019
  - (2) On-site lodging opens January 2020
  - (3) Camp/RV reservations open January 2, 2020
  - (4) Early registration opens April 1, 2020 and closes June 30, 2020
  - (5) Conference: October 1-3, 2020

- g) **Membership:** In Marylou's absence, Don presented her report. Each county program can have three voting and working members on the state foundation board. You are all encouraged to do so! Discussions are going on with Okanogan and Stevens counties, who have shown an interest in rejoining MGFWS.

- h) **Awards:** Patricia noted that she has led the Master Gardener of the Year award program, and for 2019 has seven nominees. They are:
- i) Asotin County: John Freeman
  - ii) Island County: C-J Nielsen
  - iii) Jefferson County: Candice Gohn
  - iv) King County: Carrie Hill
  - v) Kitsap County: Donna Rae George
  - vi) Lewis County: MaryJo Christensen
  - vii) Mason County: Erika Stewart
  - viii) Yakima County: Debra Kroon

Dode Carlson is in charge of the Media and Ed LaCrosse awards. She was not present, and did not send a report.

Questions arose about the President's Points of Light awards. It seems that the certificates that were sent from Washington D.C. displayed the wrong dates, and that no pins were included. Margaret is working to get replacements, and find out about the pins.

- 4) **Committee Report - Website:** John showed the three design proposals that Craig Lawrence, our designer, has completed. Consensus in the room was that option 1 is the favorite. Craig assures us that his work will be done by the end of September, and that training for John and Don to be able to maintain the site, can happen soon after.

John volunteered to take on the website committee chair position. It was put to a vote, and he was appointed unanimously.

- 5) There was no Old Business
- 6) New Business: It is necessary to have new signers on our bank accounts. Karen Russo moved, and Irene Reed seconded to name Margaret Morris (Treasurer), Don Enstrom (President), and John Strong (Secretary) as approved signers for our bank accounts. Motion passed.
- 7) The next meeting will be November 6th at Fort Worden in Port Townsend.
- 8) **Meeting Adjourned at 1:50**

Respectfully submitted by

Approved by

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John Strong, Secretary

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Don Enstrom, President

Addendum A - MGFWS Goals - Status & Activity

Addendum B - Finance Report - August 31, 2019

Addendum C - WSU Master Gardener Program Report - Sept. 11, 2019

Addendum D - Case Statement - DRAFT

Addendum E - MGFWS Endowment - Acquisition & Development